

**WHITEHALL-COPLAY SCHOOL DISTRICT**

**School Board Meeting Agenda  
Monday, April 10, 2017 – 7:00 p.m.**

**1. CALL TO ORDER.....**President Wayne Grim

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

**3. ATTENDANCE (ROLL CALL)**

The meeting is called to order at \_\_\_\_\_ p.m. by the President, Mr. Grim \_\_\_\_\_. Present are: Mrs. Abruzzi\_\_\_\_\_, Mr. Eberhart\_\_\_\_\_, Mrs. Gaugler\_\_\_\_\_, Mrs. Koren \_\_\_\_, Mr. Leiner\_\_\_\_\_, Mr. Makhoul, \_\_\_\_\_, Mr. Schafer\_\_\_\_\_, and Mr. Taschler\_\_\_\_\_. Also present are Dr. Hackett\_\_\_\_\_, Mr. Schiffert \_\_\_\_\_, Mr. Malay \_\_\_\_\_, and Attorney Sultanik \_\_\_\_\_.

**4. NOTICE OF EXECUTIVE SESSION(S)**

- A. Monday, March 27, 2017, 6:00 p.m., for discussion of Administration and Bus Driver compensation matters.
- B. Monday, April 10, 2017, 6:15 p.m., for discussion of personnel, and Administration and Bus Driver compensation matters.

**5. MINUTES OF PREVIOUS MEETINGS**

- A. The minutes of the March 13, 2017 School Board Meeting be approved as presented.
- B. The minutes of the March 27, 2017 Education/Student Activities Committee, Operations/Transportation Committee and Finance/Personnel Committee meetings be approved as presented.

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**6. RECOGNITIONS AND PRESENTATIONS**

- A. Student Council Representative – Kay Soldridge/ Vice-President
- B. Graphic Design for High School Graduation Crest – Alan Nguyen/Mr. Davidson
- C. Whitehall Athletics Update – Mr. Hartman

**7. CORRESPONDENCE TO THE BOARD**

**8. PUBLIC PARTICIPATION**

**9. FISCAL REPORT**

**A. Treasurer’s Report:**

Accept the report of the Treasurer as follows: (Attachment A)

Balance as of 3/01/17	\$ 203,020.90
Receipts	\$ 2,494,238.47
Investments Matured	<u>\$ 5,600,000.00</u>
Total Cash Available	\$ 8,297,259.37
Expenses	\$ 7,069,318.08
Funds Invested	<u>\$ 1,000,000.00</u>
Cash Balance as of 3/31/17	\$ 227,941.29

**B. Approve Bills and Salaries:**

Approve the bills and salaries for the various funds. (Attachment B)

1. General Fund
2. Cafeteria Fund
3. Capital Projects Fund
4. Capital Reserve Fund

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,

Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**10. EXECUTIVE COMMITTEE MATTERS**

**A. Approve Pennsylvania School Board Association Compensation Study:**

Approve the Pennsylvania School Board Association, PSBA, to conduct a Compensation Analysis Study for the Whitehall-Coplay school district at the cost of \$4,800 per the attached proposal. (Attachment C)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,

Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**11. FINANCE COMMITTEE MATTERS**

**A. Approve Per Capita Tax Exonerations and/or Tax Refunds:**

1. Authorize refund of the attached Whitehall-Coplay School District Per Capita and/or Real Estate Taxes in the amount of and for the reasons stated. (Attachment D)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**B. Approve the Service Level Agreement with BCIU:**

Approve the Service Level Agreement between the Whitehall-Coplay School District and Berks County Intermediate Unit, as per the terms and conditions outlined in the attached agreement. (Attachment E)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**C. Approve Le-Nor-Co Agreement:**

Motion to approve the Le-Nor-Co Purchasing Cooperative Joint Purchase Agreement designating the Food Service Director as the primary representative and the Business Manager as the alternate representative. (Attachment F)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**D. Approve the Issuance of General Obligation Bonds:**

A resolution authorizing the issuance of bonds in the amount of up to \$10,000,000.00 for the purpose of advance refunding a portion of the School District's outstanding General Obligations Bonds, Series A of 2009, and the financing of re-roofing of portions of the Whitehall-Coplay High School and Whitehall-Coplay Middle School roofs. (Attachment G)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**11. FINANCE COMMITTEE MATTERS - continued**

**E. Approve the Reimbursement Resolution:**

A resolution declaring the official intent of the Board of School Directors of the School District to reimburse the School District from the proceeds of debt for capital expenditures and costs of issuance temporarily funded from revenues or other sources for various capital projects, including but not limited to, the re-roofing of portions of the Whitehall-Coplay High School and Whitehall-Coplay Middle School roofs. (Attachment H)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**F. Approve PFM Financial Advisors, LLC Engagement Letter:**

Motion to approve an engagement letter with PFM Financial Advisors, LLC for services related to debt transactions as presented by the District Administration and Solicitor. (Attachment I)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS**

**A. Approve Adoption of Textbooks:**

Approve adoption of the following textbooks:

1. Collections; Houghton Mifflin Harcourt, 2017.  
\$82,000.00 (English – grades 7 & 8)
2. Wonders; McGraw Hill, 2017.  
\$401,500.00 (Reading – grades K- 6)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued**

**B. Policy Revisions – Second Reading:**

The following policies have been submitted as a second reading by the Education/Student Activities Committee and for final adoption: (Attachment J)

1. Section: Local Board Procedures  
Title: Membership  
Number: 004
2. Section: Local Board Procedures  
Title: Policy Manual Access  
Number: 007
3. Section: Local Board Procedures  
Title: Principals for Governance and Leadership  
Number: 011
4. Section: Employees  
Title: Personal Necessity Leave  
Number: 336
5. Section: Operations  
Title: Maintaining Professional Adult/Student Boundaries  
Number: 824
6. Section: Operations  
Title: Conflict of Interest  
Number: 827
7. Section: Community  
Title: Advertising  
Number: 913.1

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued**

**C. Approve Field Trip Request:**

Approve the following field trip request:

Carol Jo Reitz, Business/Future Business Leaders of America Advisor at the High School, requests permission for the Future Business Leaders of America club members to travel to the State Leadership Conference in Hershey, Pennsylvania. Students would leave on Monday, April 3, 2017 and return home after the conference and lunch on Wednesday, April 5, 2017. Cost to district: 1 substitute teacher for 3 days and transportation.

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

**A. Approve Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee Report Resolution:**

Approve the attached Carbon Lehigh Intermediate Unit #21 Special Education Facilities Plan Committee Report for the 2017-2018 school year as adopted by the Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee on March 3, 2017. (Attachment K)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**B. Approve Environmental Abatement Associates Inc., Asbestos Survey:**

Approve Environmental Abatement Associates Inc., to conduct an Asbestos Survey for the Whitehall-Coplay School district at the cost of \$ 5,600.00 per the attached proposal. (Attachment L)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

## 14. ADMINISTRATIVE MATTERS

### A. Approve Retirements/Resignations:

Approve the following retirements and resignations:

1. Maureen Burger, Art teacher at Zephyr Elementary, effective at the end of the 2016-2017 school year. (Retirement- 28 years)
2. Thomas Vreeland, Computer Technician, District Wide, effective June 30, 2017 at the close of business. (Retirement- 14 years)
3. Stephen Reisteter, Music teacher at Steckel Elementary, effective December 1, 2017 at the close of business. (Retirement- 25 years)
4. Richard Sechler, Softball coach, effective March 13, 2017. (Resignation)
5. Diana Wallbillich, Inclusion paraprofessional at the Middle School, effective March 24, 2017. (Resignation)
6. Yamileet Ortiz, ESOL paraprofessional at Zephyr Elementary, effective April 7, 2017. (Resignation)
7. Nicole Weller, Math paraprofessional at Gockley Elementary, effective April 14, 2017. (Resignation)

### B. Approve FMLA Leaves:

Approve FMLA Leaves for the following:

1. Sean Harkcom, Athletic Trainer for the School District, effective March 20, 2017 and not to exceed 12 weeks.
2. Jennifer Bodnar, Physical Education teacher at the High School, effective March 27, 2017 and not to exceed 12 weeks.
3. Elizabeth Eck, Spanish/Academic Strategies teacher at the Middle School, effective April 6, 2017 and not to exceed 12 weeks.
4. Maureen Burger, Art teacher at Zephyr Elementary, effective April 19, 2017 and not to exceed 12 weeks.
5. Amanda Snyder, English teacher at the High School, effective August 28, 2017 and not to exceed 12 weeks.

**14. ADMINISTRATIVE MATTERS – continued**

**C. Approve Uncompensated Leave of Absence Extension:**

Approve an Uncompensated Leave of Absence Extension to the following:

1. Jason Greiss, 2<sup>nd</sup> grade teacher at Steckel Elementary, effective March 15, 2017 through the end of the school year.

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,

Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**D. Approve Appointments:**

Appoint the following appointments, upon the recommendation of the Administration, pending receipt of all credentials and clearances:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
<b>TEMPORARY PROFESSIONAL</b>			
Muen Lee Edward Hong	High School Music/Choral Performing Arts	\$46,635 B+15 Step 1 (pro-rated)	Date to be determined by Superintendent

(Replacing David A. Borghesani – resigned)

**PARAPROFESSIONALS**

Charisma Christman	Middle School Inclusion	\$17.97 27.5hrs./wk.	Date to be determined by Superintendent
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(Replacing Diana Wallbillich – resigned)

Kim Bunce	High School Life Skills	\$17.97 29.5hrs./wk.	Date to be determined by Superintendent
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(Replacing Dianna Madura – resigned)



14. ADMINISTRATIVE MATTERS – continued

D. Approve Appointments - continued:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
<b>LONG TERM SUBSTITUTE (45-89 DAYS)</b>			
Megan Roberts	Steckel Elementary ESOL	\$150.00/day	March 6, 2017 through May 31, 2017
(Replacing Gina Perez – FMLA)			
Lauren Michalik	Middle School Inclusion	\$150.00/day	April 6, 2017 through end of 2016-2017 school year

(Replacing Debra Polise – FMLA and Concurrent Childrearing Leave)

E. Approve Summer Employment:

Authorize employment of the following temporary personnel for the summer months at a rate of \$8.00 per hour, effective on or after May 1, 2017 pending receipt of all credentials and clearances.

1. Travis Coleman
2. Brett Girardi
3. Winifred Kern
4. David Laky
5. Daniel Lindenmuth
6. Derek Mattison
7. Nicholas Rackus
8. Michael Saccani
9. Brandon Sokalsky
10. Elijah Sommer

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**14. ADMINISTRATIVE MATTERS – continued**

**F. Approve Substitute Personnel:**

Approve the attached list of substitute personnel for the 2016-2017 school year.  
(Attachment M)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**G. Approve Affidavits:**

Approve the following affidavits in order that the students may attend the  
Whitehall-Coplay School District during the 2016-2017 school year.  
(Attachment N)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**15. SUPERINTENDENT’S REPORT**

1. Principals’ Reports
2. PTO Report

**16. UPCOMING MEETING DATES**

Monday	April 24	Committee Meetings Operations/Transportation Finance/Personnel Education/Student Activities	4:00 p.m.
Monday	May 8	School Board Meeting	7:00 p.m.
Monday	May 22	Committee Meeting Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.

**17. OTHER MATTERS/INFORMATION ITEMS**

**18. ADJOURNMENT**

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn. The meeting adjourned at \_\_\_\_\_ p.m.

Lorie D. Hackett  
Superintendent of Schools